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This 164-page document consists of carbon copies of daily work reports submitted by personnel of DIA Metall's (Intra-German and Foreign Trade Agency st for Metals) Import Office ## (Kontor) IV for the period 28 Dec 50 - 13 Nov 51.

The daily work reports set forth the activities of the personnel of Import Office IV, which ranged from routine duties (correspondence, billing, etc.) to writing up contracts, and from consultations and negotiations with foreign importers to consultations with GDR consumers of imported goods.

Random examples of data included in daily reports:

26 Jan 51 -- Conversation with Mr Hoelker and Mr Lehmann / apparently foreign importers or their representatives 7: Hoelker and Lehmann are insisting upon delivery of barter goods by the & DAHA Chemie ( German Foreign Trade Agency for Chemicals) under the Kalkman contract. These goods have been overdue for months. - Future steel imports will depend upon prompt return shipments by the GDR. Such complaints of long delays in return shipments by the GDR are not the exception; importers in general are complaining of this situation.

Conversations with Mr Fliesgarten, who represents the French firm Française Detaille, regarding conclusion of a new contract.

12 Jun 51 -- Mr Hausknecht, Sonderhausen, will receive an allocation of 680 kilograms of steel wire from the DHZ (German Trade Center), Berlin. This steel wire has been imported and stored at Berlin.

18 Jun 51 -- Conversations with Mr Urbscheit regarding delivery of miscellaneous contracts. Preparations are also being made for the conclusion of contracts for 1,000 tons of wire. The specification of this the wire is being changed to cable.

13 Nov 51 -- A Mr Brunner signed a contract for 1,100 tons of cable.

The document contains numerous references to contracts, goods to be imported, etc.

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Foreign language document or microfilm of it (C-9798) is available from CIA Li	ibrary, 7
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